

Postsecondary Programs

Title: Sabbatical Leave

Reference: Idaho Board of Education Governing Policies and Procedures, Section II. Human Resources Policies and Procedures, Subsection G. Policies Regarding Faculty (Institutional Faculty Only), and Subsection I. Leave – All Employees.

Subsection G, Paragraph 3b in the above reference states sabbatical leave may be granted at the discretion of the chief executive officer to a professional-technical faculty member who has completed at least six years of full-time service at an institution. This section sets eligibility, terms and conditions of sabbatical leave.

Subsection I, in the above reference does not specifically address sabbatical leave for nonclassified employees. Paragraph 5 provides for other types of leave for nonclassified employees in accordance with the internal policies of each institution, agency or school and lists four examples. Subparagraph d gives the chief executive officer discretion to authorize administrative leave when beneficial to the institution, agency or school.

The Division of Human Resources, IDAPA Rule 15.04.01, does not address sabbatical leave. Subsection 250.06 authorizes administrative leave with pay when such leave is in the best interests of the department.

The Division supports the State Board of Education's policies regarding sabbatical leave and the institution's authority to establish local sabbatical leave policies and procedures. As this is an institutional function, the Division has no role in the review or approval of sabbatical leave requests.

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